
CITY OF TEMPE
REQUEST FOR COUNCIL ACTION**Council Meeting Date: 10/24/2013****Agenda Item: 5B6**

ACTION: Approve the renewal of a one-year contract with Staff Specialists for temporary drivers holding commercial driver's license certification to supplement City staff in the operation of refuse vehicles for use by the Public Works Department.

FISCAL IMPACT: Total cost of this one-year contract renewal will not exceed \$160,000. Sufficient funds have been appropriated in the Solid Waste Fund – cost center 3713 – for the anticipated expenditures in the current fiscal year.

RECOMMENDATION: Approve the renewal of the contract.

BACKGROUND INFORMATION: (T12-046-01) The City originally administratively awarded a contract to Staff Specialists on November 9, 2011 for an initial one-year period with four, one-year renewal options. During the first renewal period of this contract, spending exceeded administrative authority and a spending increase was sent to and approved by Council on May 30, 2013. This renewal request is for the second of four available renewal options.

Public Works' business strategy is to utilize internal staff for regular demand and supplement with contracted labor for peak workloads or special events. Utilization of this contract is allowing Solid Waste staff to maintain position vacancies while finalizing assessment of its operations.

Contractor Performance

The performance of Staffing Specialists was rated by the Public Works Department as follows:

Criteria	Score
Personnel are responsive, cooperative and available	A
Overall quality of products or services delivered	A
Timeliness of performance	A
Quality of follow-up in resolving complaints or problems	A
Firm's promptness in submitting accurate invoices	A

A = Exceeds standards; B = Meets standards; C = Below standards

Renewal Cost

The supplier has agreed to renew at the same pricing as the prior contract period.

ATTACHMENTS: None

STAFF CONTACT(S): John Osgood, Public Works Deputy Director – Field Operations, (480) 350-8949

Department Director: Ken Jones, Finance & Technology Department Director

Legal review by: David Park, Assistant City Attorney

Prepared by: Tony Allen, CPPB, Procurement Officer